

23 December 1982

MEMORANDUM FOR: The National Intelligence Officers

FROM : H. F. Hutchinson, Jr.
Vice Chairman, NIC

SUBJECT : SRP Comments and DCI Review of Estimates

1. The DCI values Senior Review Panel comments and would like them to accompany draft estimates sent to him for review. I offer some suggestions on how this might be arranged.

2. Our procedures should aim to (a) facilitate DCI review, (b) provide the SRP sufficient opportunity to comment, (c) enhance dialogue between NIOs and SRP, and (d) ensure rapid "fast-track" action when required and timely action on all other estimates.

3. To meet these objectives you should follow these procedures as closely as possible:

a. With a "fast-track" estimate, you will send simultaneously the concept paper and terms of reference to the DCI and the SRP. You will note in your covering memorandum the time schedule for the estimate and the fact that the SRP will comment later. On a "slow-track" estimate you should ask for SRP comments before you send the concept paper and terms of reference to the DCI. In this case, your covering memorandum should note the SRP comments and what action you plan in response to them.

b. Following the drafting process, you will send the estimate to the DCI for his review prior to convening the Community representatives for pre-NFIB coordination. With "slow-track" estimates you should obtain SRP comments to enclose in the package for DCI review. In the case of "fast-track" estimates you should indicate in the covering memorandum to the DCI that SRP comments will be coming to him separately.

c. After the DCI has returned the draft you convene the Community representatives for coordination. Following that session(s) you go back to the DCI with a request to release the draft estimate to the NFIB principals. Whether a "fast" or "slow" track estimate, your covering memorandum should inform the DCI of the nature of SRP and Community comments and your reasons for accommodating or ignoring them.

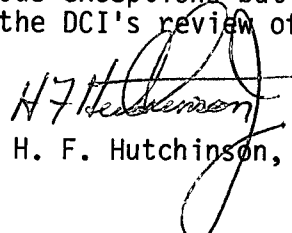
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4. Copies of covering memoranda referring to comments by the SRP, as cited above, should be sent to the Senior Review Panel for information.

5. These procedures have been discussed with [] and the SRP. We all recognize the inevitability of numerous exceptions but we agree that these procedures will enhance and speed up the DCI's review of estimates.

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H. F. Hutchinson, Jr.

cc: C/NIC
EXO/NIC
AG/NIC
SA/IA

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